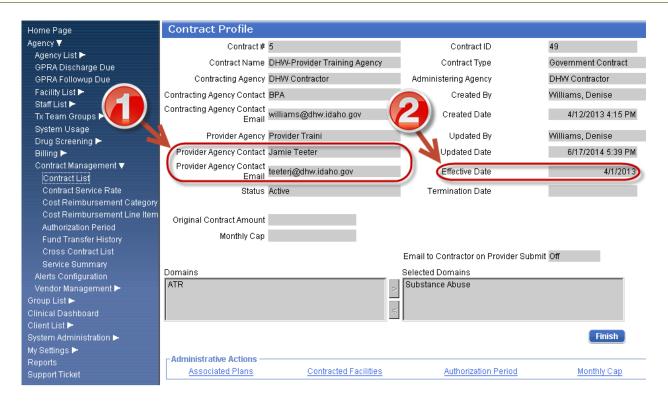
# **Contract Management Overview for Providers**

## **GLOSSARY**

Funding	The monetary budget for all Authorizations and Cost Reimbursement that allows for the payment of claims.		
	Funding is allocated to the Department of Corrections, Department of Health and Welfare, Department of Juvenile		
	Corrections and Supreme Court (Problem Solving Courts) from both state and federal sources.		
Payor Groups	Each funding amount is broken into smaller budget amounts to allow for tracking of dollars in specific categories.		
	As an example, Risk to Revocate is a Payor Group managed by the Department of Corrections. The Payor Group can		
	be seen in various locations including, but not limited to, Authorizations and Client Group Enrollment. Payor		
	Groups are also added to the Tiers of each contract.		
Key Activities	Special permissions granted to the provider agency pertaining to the contract.		
Authorization Period(s)	A period of time established for each contract that coincides with the spend down of the budget. For example, a		
	fiscal year is an established period. Authorizations cannot cross an Authorization Period.		
Procedure Code	Procedure codes are numbers or alphanumeric codes used to identify specific health interventions taken by medical		
	professionals		
Tiers	A breakdown on each Authorization Period where claim amounts are tracked against a Payor Group.		

### **CONTRACT PROFILE**

#	I want to know	Where do I locate the information
1	When a claims batch is adjudicated who in my agency receives emails and the current email address where adjudication results are sent	Agency>Contract Management>Contract List>[Payor Abbreviation- Provider Name]
_	The effective date of my "contract" ("contract" in this context refers to a relationship created in WITS between a payor and a provider)	Agency>Contract Management>Contract List>[Payor Abbreviation- Provider Name]



#### **ASSOCIATED PLANS**

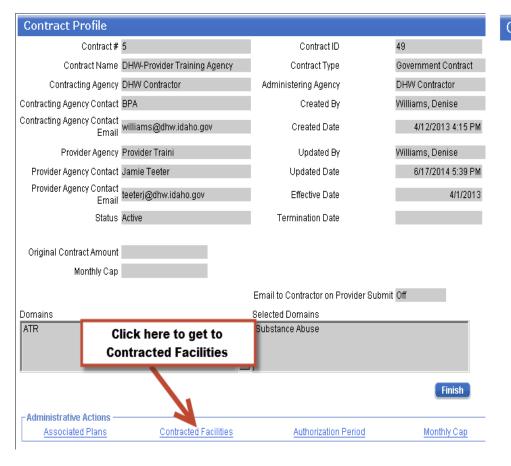
#	I want to know	Where do I locate the information	
3	Which funding and payor groups I am set-up to support	Agency>Contract Management>Contract List>Associated Plans>Groups	
4	What key activities am I allowed to perform as a provider	Agency>Contract Management>Contract List>Associated Plans>Key Activities	





#### **CONTRACTED FACILITIES**

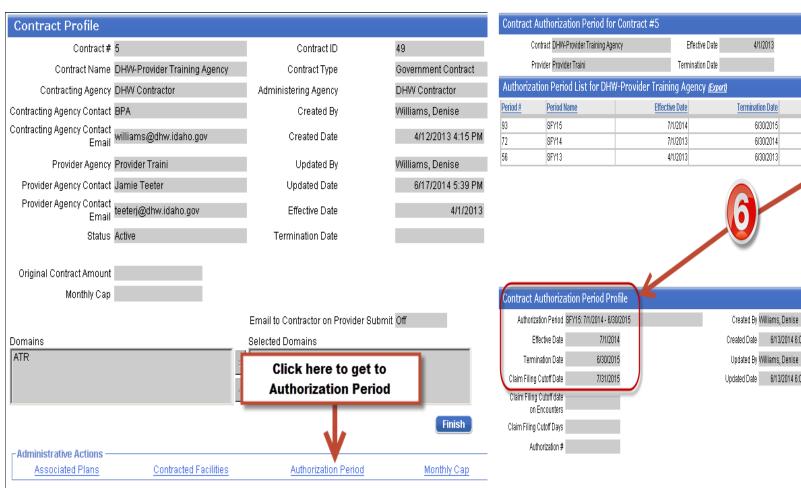
#	I want to know	Where do I locate the information
	If my new facility ( location ) is ready to start billing	Agency>Contract Management>Contract List>Contracted Facilities
	<b>NOTE</b> : Every facility (location) for an agency should appear under <b>Facilities covered under Contract</b> . If the new facility (location) is not listed here, the new facility (location) is not ready to start billing.	



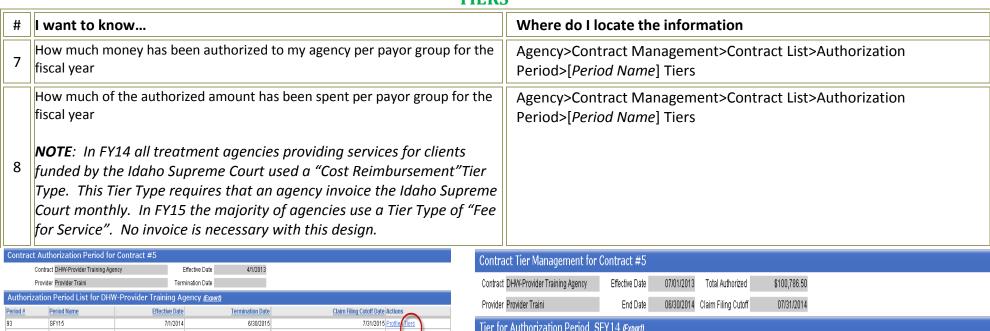


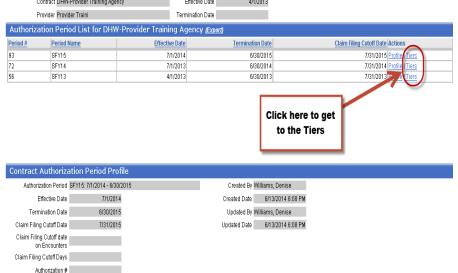
#### **AUTHORIZATION PERIOD**

#	I want to know	Where do I locate the information	
II <i>C</i>	The start and end date of the authorization periods (since authorizations cannot cross authorization periods)	Agency>Contract Management>Contract List>Authorization Period>[Period Name] Profile	



#### **TIERS**

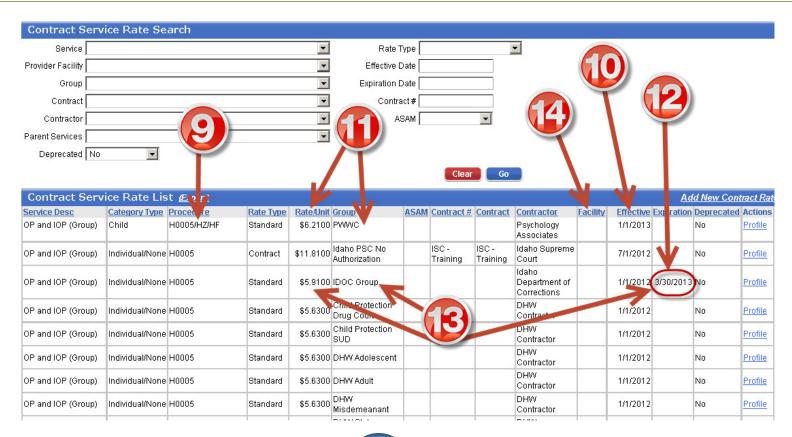






#### **CONTRACT SERVICE RATE**

#	I want to know	Where do I locate the information
9	The procedure code and modifiers for a particular service	Agency>Contract Management>Contract Service Rate
10	The effective date of a particular rate	Agency>Contract Management>Contract Service Rate
11	The current rate in effect for a particular service and payor group	Agency>Contract Management>Contract Service Rate
12	The expiration date of a particular rate	Agency>Contract Management>Contract Service Rate
13	The old rate in effect for a particular service and payor group	Agency>Contract Management>Contract Service Rate
14	If a service is only available to one of our locations (facility)	Agency>Contract Management>Contract Service Rate



#### **CONTRACT SERVICE RATE PROFILE**

#	I want to know	Where do I locate the information	
Why there are negative units on the Authorization but funds are still available		Agency>Contract Management>Contract Service Rate>[Service Description] Profile	
16	The unit per rate for each service	Agency>Contract Management>Contract Service Rate>[Service Description] Profile	
17	If there is a cost share applicable on a particular service	Agency>Contract Management>Contract Service Rate>[Service Description] Profile	

Intensive Outpatient (ATR)	Parent	90847/AR/59/E2	Standard	\$9.2400 ATR3
Intensive Outpatient (Education)	Child	S9448/TF/UA	Standard	\$ 1400 \$
Intensive Outpatient (Education)	Child	S9448/TF/UA	Standard	\$4,400 A.
Intensive Outpatient (Individual with Family Members)	Child	90847/TF/59	Standard	\$14.2000 ATR3

Authorizations for duration based services are monetary only.

As a result, the number of units will continue to decrease (even into a negative count) until there are no funds remaining on the Authorization. This is more apparent on bundled services where the Authorization is based on the parent rate but child rates may exceed the parent rate and quickly use the units, especially where providers use more than one unit per Encounter.

